

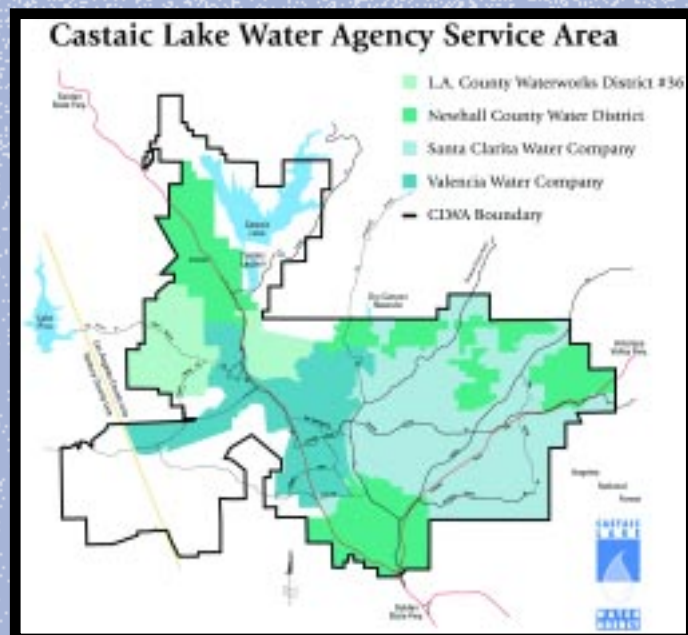
Castaic Lake Water Agency

Santa Clarita, CA

Is Seeking An

ENGINEERING AND OPERATIONS MANAGER

*A key  
leadership position  
for an exciting  
period of change . . .*



## THE AGENCY

A State Water Project (SWP) contractor, the Castaic Lake Water Agency (CLWA) services an area of 195 square miles in Los Angeles and Ventura Counties, providing the treatment and conveyance facilities to deliver this water. CLWA is known for its state-of-the-art facilities and outstanding work environment.

The organization is governed by an 11-member board that is organized into three elective divisions. Presently, the Board is comprised of two directors from each division, an at-large director, and one director appointed by each of the retail purveyors. CLWA has four purveyors – the CLWA Santa Clarita Water Division, Los Angeles County Waterworks District #36, Newhall County Water District, and Valencia Water Company.

CLWA is located in northern Los Angeles County, near the Ventura County line with easy access to I-5. CLWA's wholesale service area supports a population of nearly 200,000. Geographically, the service area includes the Santa Clarita Valley and adjoining hill country through which runs the upper Santa Clara River. It includes the City of Santa Clarita and the communities of Canyon Country, Castaic, Newhall, Saugus, Stevenson Ranch and Valencia. Approximately 20 square miles of the CLWA service area covers unincorporated portions of Ventura County.

The Agency was created in 1962 by the State Legislature to contract with the State of California for water supplies from the Sacramento-San Joaquin Delta via the SWP. The current contractual supply is 95,200 acre-feet per year. In 1999, CLWA secured the stock of the Santa Clarita Water Company with 21,000 retail services (currently 24,000 retail services).

CLWA (including the Santa Clarita Water Division) operates with the support of 88 employees and an annual operating budget of \$21 million, a capital budget of \$12 million, and annual revenue of approximately \$62 million.

## SANTA CLARITA – CLWA Headquarters

The City of Santa Clarita (pop. 151,000), home to CLWA headquarters, is located 35 miles northwest of downtown Los Angeles. The Santa Clarita Valley enjoys a mild Southern California Mediterranean climate. The City is the fourth largest city and, during 1990-2000, the second fastest growing city in Los Angeles County. The median home price in the Valley is \$321,000. Schools in the Santa Clarita Valley rank among the top ten percent in the State based on the California Assessment Program. The community's higher education needs are served by California State University at Northridge, California Institute of the Arts, The Master's College and College of the Canyons. Major employers in the Valley include Six Flags California, two school districts, the U.S. Postal Service, Princess Cruises, and College of the Canyons. Long recognized for its "safe" reputation, Santa Clarita ranked as the fifth safest city in the nation in 2002 for cities over 100,000 in population, and fourth safest in California.

### Leading CLWA into the Future

*Building upon a long tradition of **continuous improvement**, the Agency completed an organizational assessment in late 2002. The acquisition of the Santa Clarita Water Company, which essentially doubled the staffing of the CLWA, coupled with the appointment of a new General Manager a year ago, presented an ideal opportunity for the organization to re-examine itself.*

*Among the recommendations in the final assessment is a **reorganization** of the Agency's management structure, which includes the addition of three key management positions. The recruitment of the new Engineering and Operations Manager presents a unique opportunity to help create an **exciting future** for this successful public agency.*

## THE POSITION

The Engineering and Operations Manager (EOM) is one of three new positions created as a result of recent organizational assessment. The final report included several recommendations relating to performance improvement, the alignment of resources and resource needs, and modernizing business practices. The other two new positions are Administrative Services Manager and Human Resources/Risk Management Supervisor.

The EOM will oversee the Engineering, Laboratory, Treatment, and Maintenance functions that comprise the Department. The Department resources include a budget of \$3.9 million and a staff of 26 plus consulting engineering services.

## CURRENT ISSUES/PRIORITIES

The new EOM will need to dedicate his/her energy and attention to the following issues in addition to managing the day-to-day demands of the Engineering and Operations Department:

- Develop a cohesive vision and team within Department.
- Evaluate current approaches to project management and redesign as necessary.
- Institute performance objectives/measures for Department and its projects.
- Coordinate overall work program and technical assignments of Engineering Division and engineering consultants to ensure CLWA capital program is cost effective, timely, and efficiently implemented.
- Direct the efforts of the Laboratory, Operations, and Maintenance Divisions to ensure the Agency meets current and future water quality regulations and delivers water reliably.
- Assess overall staffing, qualifications, workload, and individual performance of Department. Make recommendations for improvement and change based on findings.

## EDUCATION AND EXPERIENCE

Prior senior management experience related to engineering and operations is required. Outstanding leadership, interpersonal communications, and project management abilities, along with a strong background in operations are necessary. Registration as a Civil Engineer and Grade T5 Water Treatment Operator and D4 Distribution Operator are preferred, but not required. Those individuals with extensive management experience in water agencies or other government sectors will be judged favorably. Candidates must have an unblemished reputation for maintaining unyielding integrity. A bachelor's degree in engineering or related field is required and a master's degree is highly desirable.

## IDEAL CANDIDATE

Desirable candidates will have a substantial and broad background in the areas of concentration under the Engineering and Operations Manager's purview. Additionally, the ideal candidate must be an extremely strong leader who demonstrates the following professional attributes:

- Outstanding interpersonal and people management skills.
- Operates with a sense of urgency and takes pride and ownership in his/her own enterprise.
- Exhibits an action and results oriented style that is embraced by his/her entire Department.
- Is comfortable with and motivated by managing a substantial portfolio of organizational priorities and has the ability to work autonomously.



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- Can successfully manage projects from beginning to end with minimal oversight.
- Possesses a successful history of managing change/reorganization and establishing new teams and functions.
- Superior communicator who can interact impressively with all levels of the organization.
- Supports professional growth and serves as an effective coach and mentor for subordinates.
- Exhibits a proactive and innovative approach to addressing problems and challenges.



## COMPENSATION

The annual salary for this position is open and negotiable DOQ. Along with a competitive salary range, the compensation package also includes attractive benefits of which the primary provisions are as follows:

**Retirement** - the Agency is a member of the California Public Employee's Retirement System (CalPERS) and pays the 7% employee contribution.

**Health Insurance** - CLWA pays for dental and vision for the employee and his/her family and makes a significant contribution towards a medical plan for employee and family, subject to co-pay depending on plan choice.

**Life Insurance/Disability** - the Agency covers \$100,000 in life insurance as well as a long-term disability plan.

**Leave** - In addition to standard sick and personal leave, CLWA will consider years of service in determining vacation accrual.

**Deferred Compensation** - Plan provides 50% agency contribution up to 3% of annual salary.

## APPLICATION AND SELECTION PROCESS

To be considered for this rare opportunity, please submit a cover letter with current salary, resume, and three work-related references by **Friday, April 4, 2003** to:



Teri Black-Brann or John Shannon  
 SHANNON EXECUTIVE SEARCH  
 241 Lathrop Way  
 Sacramento, CA 95815  
 Tel: 916.263.1401 Fax: 916.561.7205  
 E-mail: [resumes@cps.ca.gov](mailto:resumes@cps.ca.gov)  
 Website: [www.cps.ca.gov/shannon](http://www.cps.ca.gov/shannon)

Following the recruitment period, resumes will be screened in relation to the criteria described in this brochure. Candidates with superior qualifications will receive preliminary interviews with the consultants. Those individuals deemed most qualified will be reported to the Agency. A final interview process designed and administered by the consultants will then be scheduled for selected candidates.

*CLWA is an Equal Opportunity/ADA employer.*